



Sonny Perdue  
GOVERNOR

Department of  
Administrative Services  
*Customer Focused, Performance Driven*

Brad Douglas  
COMMISSIONER

## **\*\*COMMUNICATIONS ALERT\*\***

June 25, 2009

TO: All Property Coordinators

**Surplus Property Division will relocate from the Tucker warehouse to the Sloppy Floyd state offices in Atlanta the week of June 22, 2009.** The move will begin Monday, June 22 and will be completed by Friday, June 26. We will open in our new office on Monday, June 29<sup>th</sup>. Please see our web site [www.surplusproperty.doas.ga.gov](http://www.surplusproperty.doas.ga.gov) for our new contact information.

**Transformation Update:** With the continued decline in the state's financial condition, the division has implemented additional streamlining initiatives. **Effective July 15, 2009, the Surplus offices in Americus and Swainsboro will no longer accept transaction requests.** Beginning July 16, 2009, all state property transactions will be managed by the Atlanta administration staff ([northstar@doas.ga.gov](mailto:northstar@doas.ga.gov)). On July 31, 2009, Swainsboro will close and the remaining Americus staff will focus only on Federal Property donation. Amplifying information is forthcoming.

Our heartfelt appreciation goes to Stephanie Bailes, Donna Howard, Detra McKinney and Donnie Rushing, all of whom will be displaced in this transition. They will be missed and we wish them the best of luck in their future endeavors.

**Electronics Disposal:** MOLAM International, our electronics disposal vendor has developed cutting edge recycling technology that is currently available only in GA. Please read about this exciting transformation on their web site: <http://www.recycletronics.com/>. With this growth, they have a new trademark, "Recycletronics™" and a new nationwide infrastructure of MOLAM International's licensees operating under the same business model, process, and using the same machinery. Please update your agency's records for your transportation payment to:

Recycletronics™  
1480 Bells Ferry Road  
Marietta, GA 30066  
FIN - 58-2080819

**Library Book Disposal:** We have received several inquiries about donating books to organizations that resell them and utilize the profits to support charitable ventures. Proceeds may or may not be shared with the state. Books **do** meet the criteria of personal property and should follow the virtual disposal process of redistribution (offer to state, local government & eligible non-profits) then sell to the public through an internet sale. Books that are unsuitable for redistribution or sale, either because of age or condition should receive a destruction authorization and be destroyed through recycling.

Steve Ekin, Director  
770-414-6468, [steven.ekin@doas.ga.gov](mailto:steven.ekin@doas.ga.gov)

###